

DD/A REGISTRY

FILE: *Training-3*

OTE 81-3511

DD/A Registry

81-1458/1

17 JUL 1981

MEMORANDUM FOR: Director, Equal Employment Opportunity

FROM: 

Director of Training and Education

SUBJECT: Staffing of Human Relations and Management Course

REFERENCE: Memorandum for DTE from D/EEO, dated 1 July 1981,  
Subject: Staffing of Human Relations and Management Course

1. Your recent suggestions have been discussed with the Chief, Management and Administrative Training (MAT). While your offer of two rotational positions is enticing, currently our staffing requirements suggest that only one position is needed. Further plans for staffing from both OEEO and OTE for equal employment related programs should be influenced by the proposal to be submitted to D/EEO and DTE in September 1981. In anticipation of instructor requirements, MAT has planned to make available the time of at least one instructor for the Human Relations and Management course or its successor. Discussions with  on his deliberations regarding his proposal have varied in the degree to which this instructional requirement would best be met by an individual or several individuals who could contribute to various parts of the course. This latter format is consistent with a team teaching model effectively utilized in other management training courses.

2. Until there is a clearer delineation of course content and staffing requirements, it is a bit early to designate specific instructors. As the course design becomes clearer in the next several weeks, you will be advised on any decisions made regarding staffing assignments and other plans.

cc: DDA